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PUBLICATION NO. 1

MONTANA STATE DOCUMENTS

A Preliminary Bibliography

LUCILE SPEER

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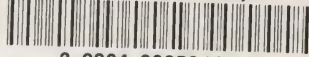
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PUBLICATION NO. 1

JULY 1958

MONTANA STATE DOCUMENTS

A Preliminary Bibliography

By LUCILE SPEER

Documents Librarian

Montana State University



BUREAU OF GOVERNMENT RESEARCH
MONTANA STATE UNIVERSITY
MISSOULA, MONTANA

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FOREWORD

It is appropriate that this bibliography of recent Montana state documents launch the publications program of the Bureau of Government Research at Montana State University. There are many facets of Montana's government and administration about which more should be known, and into which further careful study and research should benefit the public and public officials alike. Before research can begin the materials must be assembled. By making this important first step somewhat easier, it is hoped that this publication may stimulate wider interest and study of Montana's governmental institutions, problems, and services.

Miss Lucile Speer, for many years documents librarian at Montana State University, is particularly well qualified to prepare this bibliography. There are probably few persons in Montana who have worked so long and so closely with the documents of the state and its local levels of government. Her knowledge of state and local affairs derives not only from her professional responsibilities as a custodian of the materials, but from her activities and interests as a private citizen as well.

This bibliography, with only a few exceptions, is limited to documents issued since 1950. A comprehensive bibliography, while badly needed, is slow and laborious to compile, and a limited bibliography of contemporary materials probably meets the more immediately pressing needs of governmental and administrative research. The compilation of a comprehensive bibliography of the documents of Montana's statehood and territorial period is a project under consider-

ation. It is planned to prepare and publish annual or biennial supplements to this bibliography so the information will be kept current.

While every precaution was taken by the Bureau and Miss Speer to insure the completeness and accuracy of the information, within the limits and objectives set for the project, errors and omissions slip by in spite of all precautions. It will be appreciated if errors are drawn to the attention of the Bureau of Government Research so that corrections can be made to keep the records accurate and up-to-date.

Robert Richert,
Director,
Bureau of Government Research

Montana State University,
Missoula
June 30, 1958

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MONTANA STATE DOCUMENTS

A Preliminary Bibliography

INTRODUCTION

In recent years state documents have acquired a new value and usefulness. State government services have expanded greatly since the beginning of this century, and now touch every phase of our daily lives. State documents, therefore, take on new meaning as a record of government's response to the changing needs and demands of state and local communities.

That record is important to various groups. Good government requires first of all an informed citizenry. For an understanding of government activity, the general public must be informed about the nature and scope of the services that their state agencies provide. Second, the historian and research worker are increasingly dependent upon adequate records to understand and to reconstruct our industrial, political, social, and cultural history. Public officials, themselves, are a third group having a vital concern in document records today. The growth in complexity of our state governmental functions and activities calls for more practical research as a basis for state legislation and administration. In Montana the activities of the many citizen-sponsored as well as governmental study committees, and the recent establishment of a legislative council give evidence of this need for research into every phase of state government and the social problems with which it deals as the basis for efficient planning and legislation.

Recognition of the significance of state documents has stimulated a new interest in state document bibliography. Public officials, research workers, and others need the tools which will tell them what documents have been issued by state governments and where these are available. Recently many states have begun publication, through some state

agency, of a list of current publications. In several states, comprehensive bibliographies of the state's documents have been published.

Until now, no bibliography, either current or comprehensive, devoted exclusively to Montana documents, was available. Two partial lists, included in broader collections, are of limited value because of their incompleteness. R. R. Bowker's *State Publications*¹, a checklist of official publications of the several states from their organization down to 1900, is the best source for the very early materials. The *Monthly Checklist of State Publications*, issued since 1910 by the Library of Congress, lists only those documents which have been received by the Library of Congress, and represents, it has been estimated, less than forty percent of all documents issued. Limited sections on Montana are found in specialized bibliographies and in checklists of certain categories of state documents, e.g., *Checklist of Legislative Journals*.² The need for a centralized listing of Montana documents has long been felt.

A trend of recent years to curtail the printing of state reports has left some serious gaps in the reporting of Montana state services. Such was not the case in the early history of the state. Back in the '90's thick bound volumes labeled *Reports of State Offices* included an account from every state office: the Secretary of State, Treasurer, Auditor, Superintendent of Public Instruction, Land Agent, Inspector of Mines, Boiler Inspector, Veterinary Surgeon, and Adjutant General. A second volume, *Reports of State Boards and Institutions*, reported activities of the Board of Equalization, Board of Prison Commissioners, Commissioners for the Insane, Board of Pardons, the Land Commissioners, the Board of Education, the Mineral Land Commissioners, the Board of Stock Commissioners, the Historical Society, the Reform School and the Orphans' Home. There is even a report from the Recorder of Brands and Marks, complete with illustra-

¹R. R. Bowker, *State Publications; a Provisional List of the Official Publications of the several States and the United States*, 4 v. (New York: Publishers' Weekly, 1899-1908)

²National Association of State Libraries Public Document Clearing House Committee, *Check-List of Legislative Journals of States of the United States of America*, compiled by Grace E. Macdonald (Providence, The Oxford Press, 1938)

tions. Here, indeed, is a find for the historian, the political scientist, or the just plain citizen interested in the beginnings of his state's government.

In contrast, contemporary state government reporting is incomplete in Montana. Financial reporting is inadequate since the reports from the State Auditor and from the State Treasurer were discontinued by the Legislature in 1933 for economy reasons. Wide variations and some serious omissions characterize the reporting from state regulatory commissions. The very important and popularly elected Railroad Commission, which is also *ex officio* the Public Service Commission, has published no report of its decisions and opinions since 1924, although this agency controls utility and transportation rates within the state. Similarly the Insurance Department has not published reports since 1950. There are many other regulatory agencies whose rules and regulations, although having the force and effect of law, are not printed or widely distributed. Those interested in learning more about Montana's institutions will find the documentary source material meager. For example, the last reports from the State Hospital at Warm Springs and from the State Prison in Deer Lodge covered the years 1930-32.

Non-publication of many agency reports apparently is based on concern for economy in state services. In Montana, as elsewhere, government reporting tends to be regarded as unnecessary, as a sort of luxury to be frowned upon in the interests of economy. The policy of retrenchment began during the depression when there was no doubt justification for it. A 1933 statute gave the State Board of Examiners the sole power to authorize printing and publication of reports from state officers, and restricted this power by forbidding the Board to authorize printing and publication of reports from many important state departments. The specific proscriptions were repealed by the 1937 Legislature, but the power for authorizing printing of reports was left with the State Board of Examiners, who were admonished to "authorize the printing and publication of such reports only when it deems the usefulness of the reports in the administration of the government of the state to justify the

expense." (*Session Laws, 1937*, Chapter 33.). A 1957 law (*Session Laws, 1957*, Chapter 98) providing that "reports shall be confined to a factual presentation to the governor and legislature of the activities of the department concerned," may result in further curtailment in the printing of state reports.

In compiling this introductory bibliography of Montana state documents, it became necessary to establish certain limits. The year 1950 was rather arbitrarily selected as a starting point to narrow the scope to a reasonable undertaking and still give a representative picture of current state documents. A conscientious attempt was made to list all state agencies that have published materials since 1950, including agencies that have subsequently been abolished or inactivated. However, there was no attempt to list agencies which are not required by law to prepare annual or other reports, or those which, so far as could be ascertained, have no publications policy. The only intentional exclusions were units of the Greater University of Montana and the Montana Agricultural Experiment Station, Bozeman. Publications of both these agencies are usually included in the *Monthly Checklist of State Publications* of the Library of Congress.

Many variations in the names of Montana state agencies appear in common usage and official citations. According to standard bibliographical practice the author heading used in the Library of Congress National Union Catalog has been used in this publication. Where no Library of Congress listing was available, the name of the agency as it appeared in the creating statute was used. An alphabetical arrangement by definitive word in the name of the agency has been followed, with the exception of the various examining and licensing boards, which have been grouped under the general heading of Examining and Licensing Boards.

For each agency the following information has been given: (1) address; (2) a list of the publications issued beginning with 1950 (a few publications of earlier date have been included because of their current value); (3) a statement concerning the subject matter when titles are not self-explanatory; and (4) availability of this material. Titles are

arranged alphabetically under each agency. Mimeographed and other processed material as well as printed has been included. To have limited this bibliography to printed publications would have excluded a large and important part of current Montana documents.

An effort has been made to give accurate information on the availability of publications. Since there is no centralized distributing agency in Montana such as a state printing office or state library, requests for documents should be addressed to the issuing agency. Distribution policies vary among the agencies, but unless otherwise noted copies are usually available without charge so long as the supply lasts. Most documents are issued in limited quantities and the supply may be soon exhausted. Many publications not for general distribution are available in libraries or may be consulted in offices at the state capitol, and this information is noted in the text.

This bibliography is based principally on materials in the Montana State Document Collection of Montana State University Library. Additional information was supplied by state agencies in response to questionnaires mailed to each office, department, and institution. The response from state agencies has been most generous and helpful, and to them we express our sincere appreciation for their cooperation.

BIBLIOGRAPHY

Adjutant General

State Arsenal Building, 1100 Last Chance Gulch, Helena

With the exception of *Biennial report*, distribution of publications is not made to the public. Other publications are maintained on file in headquarters and copies may be obtained upon request.

—*Biennial report*. Deals with all phases of National Guard administration, training places and orders, history, personnel, financial reports and statistical information. Latest publication, 1950/52. Distributed to interested state agencies and individuals without charge

—*Bulletin*. No. 1 (1943) Contains directory of Montana National Guard.

—*Compilation of the World War II history of the Montana National Guard*. [n.d.]

—*Special orders, memoranda, subject letters*. Published when necessary for official use.

—*Station list, Montana National Guard*. Published annually. Latest publication, 1957.

Aeronautics Commission

Montana Aeronautics Commission Operations Building, Municipal Airport, Helena, P. O. Box 1698

—*Annual report to the Governor*. Latest publication, 1957.

—*Aviation education bibliography*; selected and annotated by the Curriculum Laboratory of the 1957 National Aviation Education Workshop; prepared by Lulu L. McCanles. January, 1958.

—*Montana aeronautical chart*. Revised annually in recent years. \$1.00.

—*News letter*. Printed monthly. Contains information on all phases of aviation, including airport development.

Department of Agriculture
Capitol Building, Helena

—*Annual report.* Includes financial report from each division and some statistical information. Law requires that report be made to the Governor at the end of each fiscal year. Not available for general distribution.

—*Commercial feeds report.* v.l. (1953) issued jointly with the Agricultural Experiment Station, Bozeman. Since 1953 the Chemistry Division of the Agricultural Experiment Station has issued reports in a loose leaf form on a quarterly basis.

—*Laws and regulations.* Various laws administered by the Department and the regulations pertaining thereto are published in printed form and are available to the public without charge. Following is a list of the laws published and the date of latest revision:

Commercial feeds law. [1952]

Commercial fertilizer law. 1957.

Grain standards and marketing laws of the state of Montana. Revised, 1950.

Montana egg grades, rules, regulations and laws. Revised, 1951.

Montana statutes regulating real estate brokers. 1957.

Provisions of Montana statutes relating to milk, cream, butter, ice cream, frozen desserts, cheese, oleomargarine, etc. [1953]

Specifications and tolerances for scales and weighing devices. November, 1955.

Weights and measures laws. July, 1955.

Yellow oleomargarine law. 1953.

Montana seed law (as amended 1949 and 1951); rules and regulations; seed testing by the Montana grain inspection laboratory. (Issued as Circular 201, March, 1953; Montana Agricultural Experiment Station, Bozeman.)

—*Montana agricultural statistics.* Montana Department of Agriculture, cooperating with U. S. Department of Agri-

culture, Agricultural Marketing Service. Contains state and county crop and livestock data and information relating to subjects of special interest. Biennial bulletin. Latest publication, 1956.

—*Montana directory of licensed grain dealers, public warehousemen, agricultural seed buyers, mustard seed contractors, grain dealers and track keepers.* Latest issue, license year 1951.

—*Montana grains, wheat protein, barley and oats varieties and disposition, 1954 crop.*

—*Montana wheat; data relating to production and marketing of wheat, 1949 to 1953.*

—*Protein content of Montana wheat; wheat production by protein content groups for principal wheat producing counties, 1951 and 1952 crops. Premiums offered for protein in wheat, 1933 to 1952.* Issued in cooperation with U.S. Department of Agriculture.

Apprenticeship Council

311 Allen St., Helena

—*Annual report.* Covers activities and findings of the Council, including financial statement and statistical information. Some of the activities of the Bureau of Apprenticeship, U. S. Department of Labor, are also included. Latest publication, 1956. Available for general distribution in limited number.

State Athletic Commission

No permanent address. Address of secretary may be secured from office of the Governor.

—*Report.* The secretary of the Commission makes an annual report to the Governor, giving data on receipts, state 5% tax, etc. Not available for distribution.

Attorney General

Capitol Building, Helena

—*Official reports and opinions.* Published biennially. Latest publication, 1949/50. Books are furnished on a limited basis to individuals upon request. The majority of the printed volumes are distributed on an exchange agreement basis with other states. For older volumes the charge is \$1.00. Copies available now are Volumes 8 and 14, which are cumulative digests, and Volumes 17, 18, 19, 20 and 22. Volumes 24 and 25 will be available soon and the charge is \$2.00.

State Banking Department

Capitol Building, Helena

Chief executive officer of the State Banking Department is the State Examiner acting ex officio as the Superintendent of Banks. Only publication from this department is the following:

—*Abstract of reports of condition of Montana state banks and trust companies, national banks, building & loan associations, credit unions.* Semi-annual.

Child Welfare Advisory Committee of Montana

Box 1723, Helena

Agency created by House Bill No. 218 of the 34th Legislative Assembly, approved March 3, 1955. Re-established by House Bill No. 385 of the 35th Legislative Assembly, approved March 7, 1957. Meetings are frequently held in the offices of the Montana Department of Public Welfare, corner 10th and Ewing Sts., Helena, but the Committee has no regular headquarters.

—*Report of the Child Welfare Advisory Committee of Montana.* 1956. Contains summary of conclusions; analyses of the problems of juvenile delinquency, dependency, and neglect, and related problems among the children of the state, with recommendations; and finally proposals for corrective legislation. Available on request without charge.

Civil Defense Agency

State Arsenal Building, 1100 Last Chance Gulch, Helena

—*Bulletin*. A series of ten news sheets issued in 1951.

—*Plan for the civil defense of the State of Montana*. 1951. Contains Montana civil defense act of 1951.

A new civil defense plan will be available after July 1, 1958.

State Controller

Capitol Building, Helena

Office created by 1951 Legislative Assembly. State Controller is ex-officio the State Purchasing Agent, the officer in charge of State Purchasing Department.

—*Legislative budget of the State of Montana*. Published biennially. Includes expenditures for past biennium as well as requests for coming biennium. Latest publication, 1957. Individual copies not available to the public at large.

—*Proposed budget bill recommended by State Controller to the Legislative Assembly*. Published biennially. Latest publication, 1957/59.

—*Report*. Shows operations, achievements, problems and future program. Discontinued with 1956 report.

—*Report on the operation of state owned and operated motor vehicles (excepting state highway department and state highway patrol) and mileage and costs of privately owned motor vehicles employed on state business for the fiscal year, as recorded and compiled by the office of the State Controller*. Discontinued with report for 1954/55.

Montana School for the Deaf and Blind

Great Falls

—*Annual report*. Includes report of the local Executive Board and the Superintendent's report. Contains statistical data and financial statement. Latest publication, 1955/56.

—*The Rocky Mountain leader*. News magazine prepared largely by students. Published monthly except June, July, August, and September. 50¢ per year.

State Engineer

Sam W. Mitchell Building, Helena

—*Biennial report*. Contains a report on all projects and programs under the State Engineer's supervision, including flood control, irrigation, stream measurements, compacts, international problems. Included also are the reports of the Carey Land Act Board, the Water Resources Survey, and various committees of which the State Engineer is a member, i.e., Interdepartmental Advisory Council on Natural Resources, the Stream Pollution Council, the Water Management Committee, etc. Latest publication, 1955/56. Not for general distribution, but to libraries only. No charge.

—*Water resources survey*. This work, begun in 1946, consists of a historical record of water resources and uses in Montana and maps of the land served by all water rights. Data are published in reports by counties. Part one consists of descriptive matter, while part two consists of colored township maps. Twenty counties are completed. No charge.

State Entomologist

Montana Agricultural Experiment Station, Bozeman

—*Report*. Annual report is made to the Governor which is published by the Agricultural Experiment Station as one of its regular bulletins.

State Board of Equalization

Capitol Building, Helena

—*Biennial report*. Comprehensive review of activities of Board covering general supervision of all state tax laws and statement of taxes collected from all sources—license, income, inheritance taxes, taxes on public utilities, metals and miscellaneous mines and oil production. Reviews state's tax structure and includes recommendations for its revision. Latest publication, 1954/56.

—*Fiscal year report.* Gives total amounts collected under each tax for each of two fiscal years, with amount of difference. Latest publication, 1956/1957.

—*Monthly comparison of tax collections.* Gives total revenue collected under each tax by month and comparison with previous year.

Examining and Licensing Boards

The following special purpose boards are appointed by the Governor from specific occupations and professions. In general, publications of these boards are available only to members of occupations and professions concerned. With a few exceptions, these boards are required to make a report to the Governor. Such reports may be consulted in the office of the Governor when not available for general distribution. Publications issued, so far as could be ascertained, have been listed for each board.

Addresses for these boards are not permanent, the mailing address usually being the home or business address of the secretary or director. A current list of the secretaries may be secured from the office of the Governor.

Board of Abstract Examiners

Makes a biennial report to the Governor. No publications for general distribution.

Board of Examiners in Accountancy.

(Appointed by the State Board of Education.)

No report required by law.

—*Annual roster of registered certified public accountants of Montana.* Published by Montana State University. Latest publication, February, 1958. Available to public.

Board of Architectural Examiners.

Makes an annual report to the Governor.

—*Laws and rules and regulations applicable to the practice of architecture in the state of Montana.* March 1, 1958.

Board of Barber Examiners.

—*Financial report to Governor.* Annual. Available on request.

State Examining Board of Beauty Culturists.

No report is required by law.

State Board of Chiropody Medical Examiners.

No report is required by law.

—*Chiropody as a career.* A pamphlet available to libraries.

Board of Chiropractic Examiners.

Makes an annual report to the Governor.

Board of Dental Examiners.

—*Annual report.* Includes proceedings of annual meeting, financial statement, and list of Montana dentists. Latest publication, 1956. Available free to libraries and to members of profession. Price to commercial firms, \$2.00.

State Board of Embalmers and Funeral Directors.

No report is required by law.

—*State of Montana bulletin of the Embalmers and Funeral Directors Board.* Includes laws, rules and regulations pertaining to embalmers and funeral directors, and roster for these occupations. Latest publication, January 1, 1956. Copies available on application to secretary.

Board of Medical Examiners.

Makes an annual report to the Governor.

—*Roster of physicians and surgeons licensed to practice in Montana.* Published every two years. Will probably be published in 1958. Available to libraries and to physicians and surgeons licensed in Montana.

State Board of Nursing

No report is required by law.

—*Names of registered nurses holding certificates permitting practice in Montana.* Latest publication covers from January 1, 1953 through December 31, 1953. Includes laws. Out of print and no longer issued.

—*Nursing practice act, Chapter 243, Laws of 1953.*

Board of Examiners in Optometry.

Makes an annual report to the Governor.

Board of Examiners in Osteopathy.

Makes an annual report to the Governor.

State Board of Pharmacy.

Makes an annual report to the Governor and to the Montana Pharmaceutical Association.

—*Montana pharmacy laws.* 1954. Not available for general distribution.

Board of Plumbing Examiners.

No report required by law.

—*Law governing the examination and licensing of master and journeyman plumbers.* Chapter 203, Montana Session Laws, 1949. No longer available for general distribution.

Board of Registration for Professional Engineers and Land Surveyors.

(Established 1957, replacing the former Board of Registration for Civil Engineers and Surveyors.) Drawer 291, Capitol P.O., Helena.

—*Montana professional engineer and land surveyor registration law and Board-by-laws and rules.* [1957]

—*Roster and report to the Governor, civil engineers, land surveyors, engineers in training.* Annual. Latest publication, 1957. Copies are filed with certain public officials, and are available to the public upon request.

Board of Veterinary Medical Examiners.

Makes an annual report to the Governor.

—*Montana veterinary practice act; Revised Code of Montana as amended by Chapter 22, Laws of 1955.* Available for general distribution.

State Fire Marshall

Capitol Building Helena

—*Annual report.* State Fire Marshall makes an annual report to the Commissioner of Insurance, containing a detailed statement of transactions of his department and this, in turn, is submitted to the Governor by the Commissioner of Insurance with his recommendations. Report is not for distribution.

—*Laws of the State of Montana relating to duties and powers of State Fire Marshall and matters pertaining to fire regulations for public safety. Firemen's disability funds and associations.* 1957.

Fish and Game Commission

Sam W. Mitchell Building, Helena

Following publications, unless otherwise noted, are distributed to the public on request free of charge from the Information and Education Division.

—*Biennial report.* Summary of activities and progress during biennium, as well as a complete financial report. Intended for information of legislators, sportsmen, and other Montana citizens who have an interest in the state's wildlife resources. Latest publication covers period May, 1954 through April, 1956.

—*Compilation of laws relating to game and fish, game birds and animals of the State of Montana.* Issued at irregular intervals. Latest publication, 1957/58.

—*Field manual.* Prepared for information of the Commission's personnel. Revised at intervals. Latest publication, 1958. Limited distribution.

—*Fishing regulations*. Folder containing map and text of regulations. Issued annually. Latest publication, 1958/59.

—*Hunter map*. Including hunting regulations and synopsis of Montana big game seasons. Issued irregularly. Latest publication, 1958.

—*Montana wildlife*. Illustrated magazine on all phases of wildlife. Articles vary, some technical, some informative, some popular. Continues a publication issued under various titles since June, 1928. Published three times a year.

—*Technical bulletin*. Results of scientific investigations. Only one number has been issued so far, in 1955.

Fishery Division, Restoration Section

Publications of the Fishery Division are available without charge to students and research workers. Supply limited.

—*Coordination progress report*. This monthly report has superseded the *Quarterly progress report*.

—*Quarterly progress report*. Reports on projects carried out through the use of Federal Aid in Fishery Restoration funds. Discontinued with February-April, 1953 issue.

Wildlife Restoration Division

Activities of this Division are a part of the state program, though partially financed with federal funds under the Pittman-Robertson Act of 1941. Activities include habitat development and maintenance, wildlife research and acquisition, and game management. The Division issues many valuable publications which are available without charge to students and research workers. Supply limited.

—*Bulletins*. Detailed studies of various phases of wildlife. Latest publication, No. 5 (1950)

—*Completion report, project W-37-R6, game range development survey*. 1955.

—*Impact of the proposed Libby Dam upon the wildlife resources of Lincoln County, Montana.* A study by Robert M. Blair. 1955.

—*Job completion reports, fur resources survey and investigations.* Annual. Latest publication covers period May, 1956 to April, 1957.

—*Job completion reports: investigation projects.* This series of individual job completion reports replaces the *Quarterly progress report*.

—*Quarterly progress report.* Discontinued with July-September, 1955 issue. Continued by individual *Job completion reports*.

—*Wildlife restoration division monthly report.* Began publication February, 1950. Summary of projects under way.

State Board of Food Distributors **Securities Building, Helena**

Established in 1919 to regulate public granaries. In 1943 this Board was constituted ex officio the Montana Trade Commission. For publications issued by the Trade Commission see entry under Montana Trade Commission.

—*Report.* Board submits an annual report to the Governor listing the licenses issued to food establishments. No copies of this list are available, but copies can be made upon request for interested individuals.

State Forester **Forestry School Building, Montana State University, Missoula**

—*Biennial report.* Deals with various aspects of forest supervision in the state in narrative and statistical form. Includes detailed and fundamental material as background for the development of a forestry program of long range policies. Includes the report of the State Board of Forestry. 1956/58 report available in August, 1958.

—*Laws of Montana relating to forestry.* Printed in co-operation with Montana State Board of Forestry. Revised periodically. Latest publication, 1958.

Governor

Capitol Building, Helena

—*Messages to the Legislature.* Includes only the biennial messages to the Legislative Assembly. Veto messages and special messages are not included. Veto messages for both Senate and House bills transmitted prior to adjournment of legislative session are included in the respective journals. Veto messages presented thereafter are filed in office of the Secretary of State. Special messages to the Senate and House are included in the respective journals.

—*Proclamations.* These are not printed. Filed and recorded in the office of the Secretary of State.

Grass Conservation Commission

417 Bank-Electric Building, Lewistown

—*Handbook for the operation of Montana's cooperative state grazing districts.* 1953. Miles City. Brings together more important of various regulations pertaining to operation of Montana's cooperative state grazing districts. Available to any interested person without charge.

State Board of Hail Insurance

Capitol Building Helena

—*Annual report.* Business summary. Latest publication, 1956.

—*Montana state hail insurance law.* Revised periodically. Latest publication, 1953.

State Board of Health

State Laboratory Building, Helena

—*Annual statistical review.* Includes records of birth, still birth, deaths, records of marriage, divorce and annulment; communicable diseases; and population. First pub-

lished in 1954. Prior to that time, statistical information was published as a part of the *Biennial report*. Latest publication, 1956.

—*Biennial report*. Full report of the Board's activities, including the Divisions of Child Health Services, Disease Control, Environmental Sanitation, Dental Health, Health Education, Hospital Facilities and Public Health Nursing, Local Health Services, and the Bacteriological Laboratory. Latest publication, 1954/56.

—*Communicable and other reportable disease, rules and regulations*. Adopted March 9, 1920; latest revision September 8, 1956.

—*Food and drug laws, rules and regulations*, Revised, 1954. (Amendments from Session Laws of 1955 inserted at end of volume.) Currently in process of revision and temporarily out of print.

—*Pollution of the Yellowstone River as related to taste and odor problems in municipal water supplies in Montana and North Dakota*. Cooperative field investigation by Montana, North Dakota, and United States Public Health Service, November, 1955.

—*Report and recommendations following a study of alcoholism in Montana; as directed by House Joint Resolution No. 5, 33rd Legislative Assembly, 1953, submitted to the Montana State Board of Health and to the 34th Legislative Assembly, 1955*. Prepared by Narcotic and Alcoholism Advisory Committee, Hon. W. W. Lessley, chairman.

—*School environment; guide, law & regulations relating to operation, maintenance, building plans and construction, and remodeling for Montana schools*. Adopted March 19, 1948, revised March 28, 1957.

—*Services of Montana's Board of Health*. 1954. Condensation of eleven articles that first appeared in the State Board of Health Bulletin, *Treasure state health*. Currently in process of revision and out of print.

—*Treasure state health.* Official monthly bulletin containing current news and statistics of interest to all who are concerned with public health problems.

The Board also issues booklets, revised at intervals, on many subjects including the following: meat market regulations; tourist court standards; food and drug regulations and laws; dietetic handbook for hospitals and nursing homes; regulations for hospitals and nursing homes; revised communicable disease regulations; and pamphlets on certain diseases such as rabies, brucellosis, etc.

State Highway Commission

Highway Building, Helena

—*History of the Montana State Highway Department, 1913-1942.* Condensed account of the growth and activities of the State Highway Department from the day of its establishment.

—*Montana's highway safety problem: a report for the Montana Fact Finding Committee on Highways, Streets, and Bridges.* Prepared by Maurice RiChy, Traffic Engineer. 1956. Report on principal items of the highway safety problem in Montana.

—*Organization chart, State Highway Commission of Montana.* Revised periodically.

—*Organization structure, Montana State Highway Commission.* February, 1942. Report growing out of a comprehensive study in cooperation with the Governor's Committee on Reorganization and Economy.

—*Periodic motor vehicle inspection: a report prepared by Maurice RiChy, Traffic Engineer, at the request of Montana Fact Finding Committee on Highways, Streets and Bridges.* 1956.

—*Pictorial publications.* The following older publications are still interesting for their historical and pictorial contributions:

Headin' for the hills. 1937.

A Map of Montana, whereon is depicted and inscribed the pioneer history of the land of the shining mountains. Historic data compiled by Bob Fletcher and Irvin Shope. Map and illustrations by Irvin Shope. 1937.

Picture writing. Designed and photographed by Bob Fletcher, and cover and embellishments by Shope. 1938.

See everything in Montana. 1948.

See the old west at its best in Montana. 1947.

—*Standard specifications for road and bridge construction*. 1958 edition. Kept up-to-date with supplemental specifications.

Advertising Department

—*Activity report*. Report to provide interested Montanans with a picture of the state's advertising program and an understanding of the activities involved. Latest publication, 1955/56.

—*Biennial report*. Descriptive and financial summary. Discontinued with report for 1951/53.

—*Montana highway map*. Pictures and descriptive data. Revised annually. Latest publication, 1958. Free distribution.

—*Montana tourist survey*. Shows numbers of tourists, money spent in state and in gas taxes, tourist comments, etc. Latest publication, 1957.

—*Tourist courtesy station annual report*. Vehicle and passenger count. Latest publication, 1957.

—*Your Montana vacation*. 1958.

Other advertising literature for public distribution includes calendar of events, dude ranch directory, directory of camp grounds, postcards, state parks literature, folders on Glacier and Yellowstone National Parks, and the Custer Battlefield and Big Hole Battlefield National Monuments.

Material for rock and fossil hunters and persons interested in ghost towns and minerals is available. Also films are sent to TV stations free upon request, and to various organizations. Latest film made in 1956.

Planning Survey Division

—*Maps.*

City plats.

Incorporated cities and county seats only. Each 50¢.

County maps.

Scale: $\frac{1}{4}$ " = 1 mile. 96 sheets per set.

Black and white paper prints. 50¢ per sheet, \$35 per set.

Scale: $\frac{1}{2}$ " = 1 mile. 61 sheets per set.

Black and white paper prints. \$2 per sheet, \$80 per set.

Scale: $\frac{1}{2}$ " = 1 mile. 285 sheets per set.

Black and white paper prints. 50¢ per sheet, \$100 per set.

Scale: 1" = 1 mile. (New aerial mapping.)

This set in progress. \$1 per sheet.

Map of Montana showing federal aid primary, federal aid secondary, and forest highway routes. Issued periodically. \$1. Latest revision December 31, 1956.

State map. (1" = 8 miles, 2 sheets). \$4.

State map. (1" = 10 miles). \$2.

Traffic flow map, primary system, Montana. Issued biennially. \$1.

Traffic flow map, secondary system, Montana. Issued biennially. \$1.

Latest information concerning maps available from the Planning Survey Division may be secured by writing for the latest index and price list.

The following publications are prepared in cooperation with the United States Bureau of Public Roads:

—*Montana county and local road finance report for fiscal year ending June 31, 1956.* Compilation of financial data pertaining to city and town streets and county roads, and also financial data concerning allied street functions, such as parking facilities, street lighting, sidewalks, and storm sewers. Not for general distribution.

—*Montana federal-aid road log.* Describes in detail each project on the federal aid systems, with summary tables in appendix. Prepared annually. Latest publication, 1956. Not for general distribution.

State Parks Division

The 1953 Legislative Assembly abolished the State Park Commission and transferred its duties and activities to the State Highway Commission. The Park Division of the Highway Commission is responsible for this activity.

—*Biennial report.* Report for 1955/56 is the first report from this Division. It is an illustrated book giving a report of progress, the present status of our state parks system, and its future needs.

Highway Patrol

435 North Last Chance Gulch, Helena

Publications are available to libraries, but there is no general distribution to public.

—*Activity report.* Contains motor vehicle accident statistics designed to show who, why, when, where, and how of motor vehicle accidents. Beginning in 1954, includes the *Yearly analysis of accident reports* formerly issued separately. Contains also the *Examiners' annual activity report* and *Report of driver examination section*. Latest publication, 1957.

—*Arrests and warnings—activities.* Beginning in September, 1955, this statistical sheet superseded the monthly report, *Violations*. Issued monthly.

—*Drivers' manual*. Booklet containing rules and regulations for safe driving. Latest publication, 1957.

—*Fatal accident summary*. Circular giving number, location, and analysis of fatal accidents for the month.

—*Fatalities by county by year, 1935-1955*. Also included in *Activity report*.

—*Montana traffic deaths*. This statistical summary with comparisons was issued monthly from August, 1952 to December, 1954. Discontinued.

—*Monthly summary of motor vehicle traffic accidents in the State of Montana*.

Fact Finding Committee on Highways, Streets, and Bridges

Committee set up by 1955 Legislative Assembly to study road needs of Montana and how to achieve an equitable distribution of costs. Committee expired with close of 1957 legislative session. Publications of the Committee for general distribution are available from the Montana State Highway Planning Survey Division, State Highway Commission, Helena.

Unless otherwise indicated, the following publications are available in limited quantities for distribution to libraries.

—*Engineering procedures and instructions for determining county road needs*. Prepared by the Engineering Staff of the Automotive Safety Foundation with the advice and counsel of the Committee. 1956.

—*Engineering procedures and instructions for determining municipal street needs*. Prepared by the Engineering Staff of the Automotive Safety Foundation with the advice and counsel of the Committee. 1956.

—*Engineering procedures and instructions for determining state highway needs*. Prepared by the Engineering Staff of the Automotive Safety Foundation with the advice and counsel of the committee. 1956.

—*Financing modern highways for Montana.* Report on highway finances to the Committee by Wm. L. Hall, assisted by Ralph D. Johnson, Daniel J. Shea, and Arthur Nelson. 1956. Available for general distribution.

—*Highway-user tax schedules recommended in other state highway finance studies compared with Montana.* A report by Wm. L. Hall. 1956.

—*Historical analysis of taxation for highway purposes in Montana.* Report prepared by Daniel J. Shea. 1956.

—*Incremental method of determining motor vehicle tax responsibility.* 1956. Procedures for development of data and processing. (See revision next below.)

—*Incremental method of determining motor vehicle tax responsibility.* Analysis developed by Ralph D. Johnson. Revised April, 1956.

—*A layman looks at an incremental analysis;* a report prepared by Ralph Johnson, March, 1956.

—*Moving ahead on Montana's highways: an engineering study of road and street needs.* Report prepared by the Automotive Safety Foundation; co-operating: Montana State Highway Commission and the U. S. Department of Commerce, Bureau of Public Roads. 1956. Available for general distribution.

—*The Montana incremental method of determining motor vehicle tax responsibility,* by Ralph D. Johnson. 1957. Available for general distribution.

—*Report to the 35th Legislative Assembly.* 1956.

The following publications were prepared by the Fact Finding Committee on Highways, Streets, and Bridges, but were issued by other agencies:

—*Benefits from highway development—highway user and non-user.* Report on distribution of cost burdens between highway users and others. Prepared by the Montana State

College Agricultural Experiment Station. Prof. Maurice Taylor, Montana State College. (Montana Agricultural Experiment Station, Bozeman. Circular No. 98, September, 1956.)

—*Effect of commercial vehicle taxation on consumer prices.* Report by the Bureau of Business and Economic Research, Montana State University. Dr. William S. Peters, Montana State University. (Montana State University Bureau of Business and Economic Research. Regional study No. 6 [1956?])

—*Montana's highway safety problem.* Report for the Fact Finding Committee on principal items of the highway safety problem in Montana. Maurice RiChey, State Traffic Engineer. Published by the Montana State Highway Commission. 1956.

—*Periodic motor vehicle inspection.* Report prepared for the Fact Finding Committee on the experience of other states in vehicle inspection programs, and the advantages and disadvantages of such a program for Montana. Maurice RiChey, State Traffic Engineer. Published by the Montana State Highway Commission. 1956.

Montana Historical Society

Roberts and 6th Ave., Helena

—*Biennial report.* Discontinued with report for 1951/52.

—*Charles Marion Russell, artist, illustrator, writer.* A complete catalogue of Russell original art at the State Historical Museum, Helena. 32 pages, heavily illustrated, colored cover. \$1.00.

—*Historical essays on Montana and the northwest,* edited by J. W. Smurr and K. Ross Toole. The Western Press, Helena, 1957. Limited printing of 2,000 numbered copies. 304 pages. \$4.50.

—*Montana heritage series.* Nos. 1-10. Series of pamphlets designed "to preserve the rich and colorful heritage of a great frontier state."

- No. 1. Montana heritage. A guide to the State Historical Society and building, Helena. 1955. 35¢
- No. 2. I knew Charles M. Russell, by Carter V. Rubottom. 1954. 25¢. Out of print.
- No. 3. The Rocky Boy Indians, Montana's displaced persons, by Verne Dusenberry. 1954. 25¢.
- No. 4. A portfolio of the art of E. S. Paxson. 1954. 35¢.
- No. 5. Merchant princes of the plains, by Dr. Paul F. Sharp. 1955. 35¢.
- No. 6. The northern Cheyenne, by Verne Dusenberry. 1955. 35¢.
- No. 7. George Armstrong Custer and his 7th cavalry at the Battle of the Little Big Horn, 1956. Edited and written by Harrison Lane and Edgar I. Stewart. 60¢.
- No. 8. Yellowstone wonderland; the exciting beginning of Yellowstone National Park. 50¢.
- No. 9. Glorious Glacier; the exciting early history of Glacier National Park. 50¢.
- No. 10. Rangeland Rembrandt: Charles M. Russell, by F. G. Renner. A study of the late cowboy artist, illustrated profusely. 75¢.

—*Montana, the magazine of western history.* Began publication January, 1951, under title: *Montana Magazine of History.* Name was changed with issue for July, 1955. Quarterly. Subscription price \$4.00 per year.

Library

—*A checklist of Pacific Northwest newspapers held by the Historical Society of Montana Library.* 1952.

State Hospital

Warm Springs

—*The Montana Maverick.* Monthly newspaper published for benefit of patients, employees and other interested persons. Published by the Activity Therapies Department of the State Hospital. Publication is sent to other psychiatric hospitals and interested friends of the Hospital, and others who request to be on the mailing list.

Department of Indian Affairs

Capitol Building, Helena

—*Report*. Deals with welfare and status of Indian residents in Montana. Biennial. Includes minutes of the Intertribal Policy Board meetings. Latest publication, 1955/57. Available to libraries without charge, but not available for general distribution.

Industrial Accident Board

Sam W. Mitchell Building, Helena

—*Annual report*. Covers in narrative and statistical data the activities of the Board for the fiscal year. Includes the annual report of the Bureau of Safety, the Quartz Mine Inspector's report, and the Coal Mine Inspector's report. Latest publication 1956/57.

—*Handbook of Workmen's compensation act of the State of Montana*. Revised every two years. Latest publication, 1957.

—*Laws of Montana relating to industrial safety administered by Industrial Accident Board*. Issued irregularly. Latest compilation published 1954. No longer available. 1957 amendments issued in mimeographed form.

—*Workmen's compensation act of the State of Montana*. Complete compilation issued at regular intervals every two years. Latest publication, 1957.

Bureau of Safety

—*Liquified petroleum gases safety orders*. Revised at intervals. Latest publication, 1955.

—*Minimum safety standards for the construction industry in Montana*. 1957.

—*Montana's minimum safety standards for logging departments and logging operations*. 1955.

Department of Statistics

—*Work injuries in contract construction in Montana*. 1954/55.

- Work injuries, mining industry, Montana.* 1953/54.
- Work injuries in Montana agriculture.* 1955/56.
- Work injuries in the timber products industries in Montana.* 1953/54.

State Industrial School

Miles City

- The Beaver.* Published annually. Illustrated yearbook of the School's activities. Latest publication, 1957.
- Biennial report.* Report of the Executive Board on the various aspects, functions, and operations of the Institution, including financial statement and other statistical data. Latest publication, 1954/56.

Insurance Department

Capitol Building, Helena

Executive officer of the Insurance Department is the State Auditor acting ex officio as the Commissioner of Insurance. There is also a state Insurance Commission composed of the State Auditor, ex officio Commissioner of Insurance, acting as chairman; the State Controller; and the State Treasurer. This Commission issues no publications.

—*Annual report.* This publication, issued annually through 1948, gave a summary of the insurance business transacted during the preceding year, as shown by the annual statements of all companies authorized to do business in Montana. Included also the fire-loss report of the State Fire Marshall. Publication discontinued.

—*Insurance laws of the State of Montana.* Compilation of all laws relating to insurance. Issued irregularly. Latest publication, 1951. Available to public without charge.

—*Proposed Insurance Code of the State of Montana.* Preliminary draft of June 1958. Prepared pursuant to the authorization and direction of the Legislative Assembly, under Chapter 42 of Laws of 1957.

—*Statistical information compiled from the annual statements of all insurance companies authorized to do business in the State of Montana.* This summary of information formerly contained in the *Annual report* was published for two years, 1949 and 1950.

Department of Labor and Industry

Capitol Building, Helena

—*Report.* Brief report on the activities of the Department is made annually to the Governor. It may be secured on request, but the Department maintains no mailing list.

Department of State Lands and Investments

Capitol Building, Helena

—*Biennial report.* Presents a concise statement of all money received from all sources and the distribution to the various funds to which they belong. Latest publication, 1954/56. Distributed to state officials and to libraries; available to public upon request. No charge.

State Law Library

Capitol Building, Helena

—*Report.* Board of Trustees of State Law Library reports biennially to the Governor.

Legislative Assembly

Capitol Building, Helena

—*House and Senate final status sheet.* Compiled at close of each legislative session. Latest publication for 1957 session.

—*House and Senate Journals.* Contain a record of the proceedings of the House of Representatives and the Senate. Indexed under the direction of the Secretary of State and distributed by his office. Published after each session of Legislature. Latest publication, 1957. Distributed to state officers and others as designated by law. Current volumes can be obtained at a cost of \$8.75 each from State Publishing Co., 104 Broadway, Helena.

—*Legislative bills.* Copies of the various legislative bills are prepared by the Legislature primarily for the use of the legislators during the session. Distribution to public is determined by each Legislature.

—*Officers and committees of the Senate and House of Representatives of the Legislative Assembly of Montana.* Published during each legislative session. Latest publication, 1957.

—*Revised Codes of Montana, 1947, annotated: containing the permanent laws of the State in force at the close of the Thirtieth Legislative Assembly of 1947.* Compiled, revised and annotated under Chapter 184, Laws of 1945, Chapter 266, Laws of 1947, and published under Chapter 43, Laws of 1947. I. W. Choate, Wesley W. Wertz, Code Commissioners. Publishers and distributors, The Allen Smith Co., Indianapolis, Indiana, October, 1949, 9 volumes. Price of complete set, including all replacements to date \$150.00.

The Code Commissioner is appointed by the Supreme Court. Annual pocket supplements are issued after each legislative session. In order to prolong the life of *Revised Codes of Montana, 1947*, and to provide for the substantial and constant increase in new legislation, a program to replace volumes that have become too cumbersome was inaugurated. To date the following replacement volumes have been issued: Repl. Vol. 1 (Parts 1-2) c1957; Repl. Vol. 2, c1954; Repl. Vol. 3, c1954; Repl. Vol. 4, c1953; Repl. Vol. 5, c1956.

—*Rules of the Senate and joint rules of the Senate and House of Representatives of the Legislative Assembly of Montana.* Published during each legislative session. Latest publication, 1957.

—*Session laws.* Compiled under the direction of the Secretary of State, and distributed by his office. Published after each session of the Legislature. Latest publication, 1957. Distributed to state officers and to others as designated by law.

The Secretary of State also publishes any amendment to the State Constitution proposed by the Legislature. All referendum and initiative measures are printed and distributed to voters free of charge.

Legislative Council

Capitol Building, Helena

Created by 35th Legislative Assembly, 1957, to conduct research into state governmental activities and to make recommendations for improving the efficiency of state government.

—*An introduction to: the Montana Legislative Council.* [1958]

Library Extension Commission

South Ave., and Middlesex, Missoula

—*Directory of Montana libraries and librarians.* Issued periodically. Latest publication, October 1, 1957.

—*Montana libraries.* Quarterly publication giving news of Montana libraries. Includes annual statistics on public libraries in Montana.

—*Report.* Commission makes a biennial report to the Governor on or before the first of January covering the work of the Commission and incorporating reports of libraries in the state.

Montana Liquor Control Board

Front Street at Lyndale, Helena

—*Annual report.* Contains detailed financial statement, balance sheet, statement showing revenue from sales, licenses, and taxes; comparative profit and loss statement of state liquor stores; and sales and populations by counties. Latest publication, 1956/57.

—*Rules and regulations of Montana Liquor Control Board.* February 1, 1956.

—*State of Montana liquor control laws, 1955.* Compiled from the *Revised Codes of Montana of 1947*, as amended by the laws of 1949 to 1955, inclusive.

Livestock Commission

State Livestock Building, Helena

—*Annual report.* Commission makes an annual report to the Governor covering the fiscal year ending June 30th of each year. Beginning with report for 1956/57, the report is available for distribution in limited quantity. No back issues are available. The Commission plans to issue future reports in quantity to supply a reasonable demand.

Livestock Sanitary Board

State Livestock Building, Helena

The members of the Livestock Commission appointed by the Governor constitute ex officio the Livestock Sanitary Board.

Distribution of the laws, rules, and regulations is primarily limited to libraries and those portions of the livestock industry to which certain laws, rules, and regulations are applicable. No charge for publications.

—*Livestock sanitary laws of Montana and Attorney General's opinions.* May 1, 1955.

—*Regulations promulgated by the Livestock Sanitary Board.* Issued in chapters which are revised periodically.

—*Report.* Executive officer of the Livestock Sanitary Board is the State Veterinary Surgeon, appointed by the Board, who makes an annual report to the Board for transmission to the Governor. The report describes the work of this agency in many fields: artificial insemination, rendering plants, livestock markets, swine garbage feeding, meat inspection, milk sanitation, brucellosis eradication, and other diseases of cattle, horses, sheep, swine and poultry. Includes reports of the bacteriologist and pathologist, and the chemist. Latest publication, 1954/56.

Merit System Council

Sam W. Mitchell Building, Helena

—*Announcements of examinations.* Issued whenever examinations are to be held.

—*Annual report*. Describes the activities of the Council in carrying out its functions: recruitment and examination, classification and compensation, salary, turnover and status. Text and tables. Latest publication, 1956/57. Copies of recent annual reports are available with the exception of 1955/56.

Milk Control Board

Sam W. Mitchell Building, Helena

—*Rules and regulations*. February 7, 1958.

—*Standards of fair practice*. [n.d.] Standards in effect on and after August 1, 1949.

State Bureau of Mines and Geology

School of Mines, Butte

—*Biennial report*. Published in the Bureau's *Information circular*. Latest publication, 1954/56.

—*Bulletins*. Issued irregularly. Latest publication, No. 8 (1957). This series consists of technical publications written in as nearly non-technical language as possible. Usually contain a glossary of technical terms used. Written for the prospector or others interested in the subject.

—*Geologic investigations, map series*. Geologic maps of specific areas. Have a brief text descriptive of the geology shown. The first of this series issued December, 1957, as *Geologic investigations map* No. 1.

—*Information circular*. Contain brief and usually preliminary reports of investigations and surveys, lists of mining enterprises, compilations of mining laws and bibliographies. Issued irregularly. Latest publication, No. 22, April, 1958.

—*Memoirs*. Publications dealing with geology and mineral resources of Montana. Issued irregularly. More technical than the *Bulletin* series. Latest publication, No. 35 in 1953.

—*Miscellaneous contributions*. Usually short contributions, many pertaining to water resources. Include also re-

ports on specific mineral resources and manuals on small-mine operation. Issued irregularly. Latest publication, No. 15 in 1957.

—*Reprints*. These consist of reprints of articles that have already appeared in some technical journal. Irregular. Latest publication, No. 3 in 1953.

Oil and Gas Conservation Commission

Securities Building, Grant and Main St., Helena

Established by the 33rd Legislative Assembly, superseding the Oil Conservation Board.

—*Annual review for the year*. Contains a summary of operations and summary of basic engineering data and estimates of proven primary reserves in Montana oil pools. Figures are not given by county. Latest publication covers 1956.

—*Biennial report*. Includes a report by counties on all operating wells, total figures on production, revenue collected, and a financial statement. Issued biennially. Latest publications, 1954/56.

—*Catalog of well cuttings and core samples*. January, 1958. Lists the sub-surface formational samples available for public inspection as of January 1, 1958. Information on more recent acquisitions is available on request.

—*Montana oil and gas statistical bulletin*. Gives statistics on natural gas withdrawals, crude oil produced, exported, and refined, and brief summary of all operations. Published monthly.

—*Dockets before the Oil and Gas Conservation Commission*. Give summaries of petitions filed with the Commission and date, time, and place hearing is to be held.

—*General rules and regulations and rules of practice and procedure relating to oil and gas*. 1953.

—*Index of dockets issued.* Included in the *Biennial report*. Copies of the *Index of dockets* are issued to all operators and interested individuals in order that they may check their files for the purpose of requesting back numbers of *Dockets* to complete their files.

—*Index of orders issued.* Included in the *Biennial report*. Copies are mailed to operators and interested persons for the same purpose as that mentioned concerning *Dockets*.

—*Orders.* The orders issued by the Commission following each hearing are the instruments which set forth the decision or final order adopted in each case. A mailing list is maintained for operators and individuals who request copies.

—*Statement of crude oil production and valuation, all Montana fields.* Issued annually, usually within sixty days after close of each calendar year. Latest publication, 1957.

—*A study of the problem of the underground storage of natural gas in Montana; a report to the 34th Legislative Assembly as directed by Senate resolution No. 6, 33rd Legislative Assembly, December, 1954.* A technical study and also a study of legal problems involved with recommendations for legislative action. Includes maps.

State Orphan's Home

Twin Bridges

—*Annual report to the State Board of Education.* Latest is for year ending March 31, 1957.

—*Quarterly report to the State Board of Education.*

Board of Pardons

Deer Lodge Bank & Trust Company Building, Deer Lodge

Established by 34th Legislative Assembly, 1955, superseding an earlier Board of Pardons created in 1891.

Publications are available without charge on application to the Board, although the supply is limited.

—*Biennial report.* Only report so far issued covers 1955/57. Gives a brief history of new board and the operations which it directs.

—*Procedures, rules and regulations governing the granting of release on parole, applications for executive clemency, pardon, remissions of fines and forfeitures, commutations of sentence and restoration of civil rights.* [February, 1956].

Department of State Personnel

Established by 33rd Legislative Assembly, 1953. This department has been inoperative since 1955 due to failure of Legislative Assembly to appropriate funds for its operation.

—*General personnel information.* Compiled by Montana State Personnel Commission, 1954. Includes copy of bill creating department, list of offices, boards, and commissions, report on separations and review of the Commission's aims and activities.

—*Montana state government organization charts, 1953/54.* Organization charts as submitted by the agencies under the classified service.

State Planning Board

Sam W. Mitchell Building, Helena

The State Planning Board, created in 1935, issued several publications from 1935 to 1940, including a *Staff report*, December, 1936; an *Annual report*, 1940; and other publications pertaining to economic conditions during this period. From 1941 to June, 1955, the Board was inactive due to failure of the Legislative Assembly to appropriate funds for its operation. Since its reactivation in July, 1955, the following publications have been issued:

—*Guide book for community industrial development.* Prepared by the Minnesota Department of Business Development; reproduced by the Montana Power Company.

—*Industrial horizons.* Monthly news letter started in December, 1955. Is distributed widely both within and outside the state. Its principal purpose is to inform local development interests of industrial trends and events.

—*Local planning leaflets.* Pamphlets on city and county planning. Issued irregularly. Latest publication, No. 2, 1958.

—*Montana's need for forest highways and forest development roads.* Statement of Perry F. Roys, Director Montana State Planning Board. Prepared for the Subcommittee on Public Roads of the United States Senate Public Works Committee, Missoula, Montana, December 14, 1957.

—*Proceedings of Montana Community Development Conference, April 19-20, 1956, Helena Montana.* This conference was sponsored by the Planning Board. The *Proceedings* contain contributions from many experts on problems of civic development.

—*Report of activities.* Covers period from its reactivation July 1, 1955, to November 30, 1956. Summarizes activities and services of this agency.

—*Testimony of Perry F. Roys before the Interstate Commerce Commission, Trans-Continental Division.* ICC Docket No. 31503 and Sub Nos. 1957.

—*Testimony of Perry F. Roys before the Interstate Commerce Commission on the importance of the petroleum industry to Montana.* ICC Docket 31949. 1956.

—*Work sheets for a community industrial survey.* [1957]

In carrying out its various functions, the Board has distributed many publication. As the state agency which supervises federal assistance grants for Montana urban planning, it has issued such aids as *Suggested procedure for requesting participation in urban planning assistance program*. The Board has also issued information material as the coordinator for the preparation of the enabling legislation permitting joint city-county planning boards, which became law at the last session of the Legislative Assembly, e.g., *Local planning legislation, Chapter 246, Laws of the 35th Montana Legislative Session, 1957.*

Montana Poultry Improvement Board

State Livestock Building, Helena

Publications available to interested individuals and to libraries.

—*Newsletter*. Publication to begin approximately June, 1958.

—*Report*. Published irregularly in the past, but future plans call for a biennial report to be issued regularly.

State Prison

Deer Lodge

—*Montana State Prison, Deer Lodge, Montana*. [1956]. Descriptive booklet to acquaint the public with the operation of the Montana State Prison.

Public Employees' Retirement System

Sam W. Mitchell Building, Helena

—*Annual report*. Report of Department's operations and progress during fiscal year. Latest publication, 1955/56. Available to state departments, political subdivisions which are contracting member agencies, members of the Legislative Assembly, and libraries.

—*General information relating to Public Employees' Retirement System of Montana*. Brief explanation of the provisions of the Public employees' retirement act. Latest publication, November, 1957. Available to anyone upon request.

—*Manual for social security reporting of public employees in State of Montana*. Issued by the Social Security Division for the use of reporting officials of various state departments and political subdivisions in Montana which have contracted for old age and survivors' insurance for their employees.

—*Memoranda*. 1955 memos on new laws and regulations.

—*Public employees' retirement act*. Last published in 1952; amendments for 1953 and 1955 legislative sessions have been issued. Available to anyone upon request.

Department of Public Instruction

Capitol Building, Helena

—*Biennial report*. Contains a summary of the Department's activities for the preceding biennial period with statistical tables. Latest publication, 1954/56.

—*Better lunches for healthier children*. Monthly.

—*Conservation Tips*. Monthly bulletin. Suggestions for conservation activities appropriate for classroom demonstration.

—*Evaluation booklet for elementary schools (four teachers or more)* 1957/62. A guide to assist in evaluation of the quality of instruction, integration of school with community, instructional supplies, provisions for instruction in health and safety, and physical environment in elementary schools with four or more teachers.

—*Montana educational directory and circular of information pertaining to teachers' certificates*. Published annually. Latest publication, 1957/58.

—*Montana schools*. This publication supersedes *Montanagram* beginning in October, 1957; will be issued four times during the school year. Distributed free of charge to Montana school administrators, teachers, boards of trustees, as well as to libraries and chief state school officers.

—*Montanagram*. Publication containing information of immediate interest. Mailed to each elementary school, high school, county and city superintendents. Published monthly (except June-August) from September, 1953 to May, 1957.

—*Procedure manual for school lunch supervisors*. Manual issued about 1950 to assist in standardizing procedure in Montana public school lunch programs.

—*Public school financing in Montana.* July 1, 1954. Circular explaining the sources of support for public education in Montana.

—*Report of the annual administrators' conference of the Department of Public Instruction.* Report has sometimes appeared in the Department's *Montanagram*.

—*School laws.* A complete compilation required by law every four years, with supplements during intervening years. For sale by Tribune Printing & Supply Company, Great Falls. Latest publication, 1957. \$2.00.

—*Social studies guide for elementary education in Montana.* 1953/55. A tentative guide to elementary educators of Montana for their use and constructive criticism.

—*A study guide for the eighth grade.* 1957. Revision of booklet outlining the self-evaluation system which replaces the former eighth grade examination as criterion for promotion to high school. Mandatory use by all third class districts and second class districts with elementary enrollment of less than 500 children.

—*Tips from the top.* School newsletter published monthly.

Division of Fine Arts

—*Art activities for elementary education in Montana.* 1953. To aid school administrator in starting or improving the art program in his school or school system.

—*Art, free and inexpensive materials and films on art from State Film Library.* List by subject classifications. 1954.

—*How good is your elementary music program?* To help teachers identify basic factors important in evaluating music program. Includes bibliography. [1953]

Division of Indian Education

—*Annual report.* Gives a brief picture of the various reservations in the state where reimbursement is made from Indian funds. Latest publication, 1956/57.

Montana State Library of Visual Aids in Education

—*Montana film directory*. Films available from the State Film Library to schools in Montana. Latest directory published in 1957/58. \$10.00. Supplements will be issued periodically to bring directory up to date.

Division of School Transportation

—*Administration manual for school transportation*. Latest publication, 1957.

—*Annual report*. Review of activities for year, including financial statement and review of various problems confronting school transportation program. Latest publication, 1956/57.

Special Education

—*A guide for providing programs for handicapped children*. Latest publication, 1956. Supply exhausted.

Division of Vocational Education

—*Administrators' guide for occupational information day*. 1954.

—*Bibliography of books in occupations*. For administrators, counselors, teachers and pupils. 1957.

—*A guide for teaching homemaking in Montana schools*. 1955. Offers suggestions to assist teachers in preparing local courses of study.

—*List of Montana educational institutions approved to offer training to veterans*. 1954.

—*List of available college scholarships* (card and list forms). 1957.

—*A manual of references for teaching homemaking; books, pamphlets and audio-visual aids*. 1956. Designed as a supplement for the *Guide for teaching homemaking in Montana schools*.

—*Montana distributive education reference manual*, 1958. Distribution limited to DECA coordinators of Montana schools.

—*Outline for Montana occupational information day.* 1954.

—*Purposeful organization of schools enhances guidance.* A guidance bulletin for teachers in elementary schools. Latest publication, July, 1953.

—*Reading interests of high school students.* 1957.

State Department of Public Welfare

Corner 10th and Ewing Sts., Helena

—*Biennial report.* Fiscal information concerning the activities of the Department is shown for two year periods from July of each even-numbered year to June 30 of the next even-numbered year. The latest issue covers activities to June 30, 1956.

—*Department of Public Welfare staff manual. v. 4. Policies and procedures.* This is a loose-leaf manual issued in 1942 and revised periodically as policies and procedures are modified.

—*Monthly statistical report.* This contains current statistics relative to the public assistance programs.

—*The Public welfare act.* Issued irregularly. The most recent issue was published in 1957 and contains public welfare statutes through the legislative session of 1957.

Division of Child Welfare Services

—*Adoption services in Montana.* Pamphlet containing information for prospective adoptive parents. It is revised from time to time.

—*Handbook on Montana public and private child-caring institutions.* 1954. Describes intake policies for child-caring institutions.

—*A manual for foster parents.* Pamphlet for prospective foster parents issued in 1949.

—*Manual of policies and procedures for Child Welfare Services.* This loose-leaf manual is revised as child welfare policies and procedures are modified.

Board of Railroad Commissioners

Capitol Building, Helena

Board of Railroad Commissioners is ex officio the Public Service Commission of Montana.

—*Annual report.* Annual report covering the period December 1st through November 30th is made to the Governor. It contains the reports of all departments of the Board and investigations for the period involved. This report is not printed and is not available for general distribution to the public.

—*Statement of carloads of freight loaded at Montana points.* Published monthly.

Secretary of State

Capitol Building, Helena

—*Constitution of the State of Montana.* As adopted by the Constitutional Convention, August 17, 1889; ratified by the people, October 1, 1889; state admitted, November 8, 1889; containing amendments adopted by the people through 1956. Latest publication, 1951. Latest supplement published November, 1957. 1951 issue of Constitution with supplement inserted in front thereof distributed at a cost of 50¢ each.

—*Election laws.* Compilation issued irregularly when the number of supplements makes the pamphlets unhandy. Supplements are published after each session of the Legislature when any of the existing election laws are amended, or any new ones added by the Legislature. Latest publication, 1956. Latest supplement published July 1, 1957. No 1956 publications available. Limited number 1952 publications with intervening supplements available.

—*Official general election returns.* Published biennially each even-numbered year after the general election. Limited number available for distribution. No charge. Latest publication, 1956.

—*Report of official canvass of vote cast at primary election held in the State of Montana.* Published biennially each even-numbered year after primary election. Limited number available for distribution. No charge. Latest publication, 1956.

State Home for the Senile Aged

Lewistown

No report is required by law or has been made so far.

State Soil Conservation Committee

Montana State College, Bozeman

—*Progress report; Montana State Soil Conservation Committee, 1940/1956.* On cover: *Better use of Montana's land and water.* Report on the operations of the Soil Conservation Districts organized under the Soil conservation act of 1939. Available for distribution to public.

Soldiers' Home

Columbia Falls

—*Report.* General supervision of Home is under a Board of Managers of five members—one ex officio and four appointed by the Governor with advice and consent of Senate. The Board issues an annual report to the Governor, but this is not printed for general distribution.

Supreme Court

Capitol Building, Helena

—*Directory of Montana attorneys.* Includes members of state judiciary. Issued irregularly. Latest, 1957/58.

—*Reports of cases argued and determined in the Supreme Court of the State of Montana.* Helena, State Publishing Co. \$10.50 per volume. Approximately two volumes a year.

—*Rules of the Supreme Court of the State of Montana.* Issued irregularly. Latest publication, 1955.

Teachers' Retirement System

Sam W. Mitchell Building, Helena

—*A brief of the teachers' retirement law of the State of Montana.* 1957. Revised and published every two years

following a legislative session if any changes in the law were adopted.

—*Financial statement*. Annual. Latest publication, 1956/57.

—*Report*. Biennial. Latest publication, 1954/56.

Montana Trade Commission

Securities Building, Helena

Established in 1919 to regulate public granaries. Prior to 1943 the Railroad Commission acted as the Montana Trade Commission. In 1943 the State Board of Food Distributors was constituted ex officio as this commission. For publications of State Board of Food Distributors, see entry under that agency.

—*Gasoline prices in Montana, preliminary report*. 1956. This and following report issued on inquiry into gasoline prices authorized by the Legislative Assembly in 1955.

—*Gasoline prices in Montana, supplementary report*. 1957.

—*Rules of practice, statements of policy, acts of the Montana Legislature from which the Commission derives its powers*. 1946. Amendment to Montana unfair practices act (approved March 1, 1949) is inserted at back of this publication.

State Training School

Boulder

—*Home training courses for the mentally retarded. Lesson A (mental level under 2 years), B (mental level 2-4 years), C (mental level over 4 years)*. Available upon request without charge.

—*The Roundup*. Published by the School Department of the State Training School. Annual. Not distributed except to libraries.

—*Statistical report*. Quarterly report. Not for general distribution. Available to libraries.

Treasury Department

Capitol Building, Helena

—*Monthly trial balance to the Governor*. This is the only

report issued by the State Treasurer. Copies may be consulted in the office of the Governor or in the Treasurer's office.

Unemployment Compensation Commission

Sam W. Mitchell Building, Helena

—*Annual report.* Narrative and statistical data on employment security operations in Montana. Latest publication, 1956.

—*Benefit financing.* Part two of *Unemployment insurance in Montana*. December, 1951. Part one of this comprehensive study of the unemployment insurance program in Montana, entitled *The Economy of Montana*, was prepared and published by the Bureau of Business and Economic Research of Montana State University. Part two, prepared by the Commission, is a statistical and narrative review of the operations of unemployment insurance in Montana from 1939 to 1950.

—*Montana labor market.* Monthly review of employment outlook, labor supply, labor demand, current employment. Issued by the Montana State Employment Service, a division of the Unemployment Compensation Commission.

—*Montana labor market: Supplements*

Employment estimates, hours and earnings. Begun in 1947, gives revised summary of employment statistics by industry and by month. Annual. Latest publication, 1957.

Industrial wages, wage-earners, employers, by counties. Begun in 1950. Latest publication, 1957.

—*Montana unemployment compensation laws, and regulations and rules adopted in conformity therewith.* Contains text of laws and rules and regulations promulgated by the Department in the administration thereof. Published subsequent to each legislative session amending the existing law. Latest publication, April, 1957.

—*Directory of labor organizations in Montana.* Revised at intervals. Latest publication, 1958.

Veterans' Welfare Commission

Horsky Building, East 6th Ave., Helena

—*Annual report*. The first annual reports of the Commission were directed to the Governor, Board of Examiners, and department headquarters of veterans' organizations. Reports prepared during the last three legislative sessions were sent to each member of the Legislature. Copies are not available for distribution to individuals or to libraries.

State Veterinary Surgeon

State Livestock Building, Helena

Executive officer of Livestock Sanitary Board, appointed by the Board.

—*Report*. Makes an annual report to the Board for transmission to the Governor. For full information see entry under Livestock Sanitary Board.

Vocational Rehabilitation Bureau

508 Power Block, Helena

Administered under the general supervision and direction of the State Board of Education.

—*Annual report*. Latest publication, 1956/57.

—*Montana rehabilitation review*. News organ published in the interests of the handicapped citizens of Montana. Published irregularly, in recent years annually. Latest publication, November, 1956. The *Review* is available to the public.

State Vocational School for Girls

Helena

—*Annual report*. Statistical report and report of school activities; includes financial statement. Latest publication, 1956.

—*Quarterly report*. Contains report of activities and financial statement.

State Water Conservation Board

Sam W. Mitchell Building, Helena

—*Report*. Board issues a report each year as of June 30, covering financial transactions. Beginning with 1956/57 report, includes the activities of the State Planning Board. Latest publication, 1956/1957.

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